



Hollinsclough CE Academy

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Principal:- Mrs Janette Mountford-Lees MA B Ed. NPQH

Developing potential

Wednesday, 03 June 2020

Dear **Parents**,

Please accept our apologies – this is a lengthy letter, but it is extremely important that you read it through to understand what we are doing.

We are now fast approaching the date from when the DfE is advising schools they can open. In the first instance, our school will be open for pupils in **Nursery, Reception, Year 1 and Year 6 children** only and subject to a few alterations relating to classroom use.

Following on from our staff and governor meeting held last week, we have now finalised our **Phase One plan** to reopen the school as best we can: these are still subject to approval by the Praxis Trust Trustees, and any further guidance from the Department of Education and other governmental offices.

It is important that we let you know how things will be run in school next week. Going forward, we anticipate changes driven by factors beyond our control, and we will communicate these to you as soon as we are made aware of them.

So – for next week:

- **The school will be open for children in the Nursery, Reception, Year 1 and Year 6 on the core days (Tuesdays, Wednesdays and Thursdays) only.** Please note that our plans have been based on numbers of anticipated children that have been communicated to us already following our letter last week. We are capping numbers in each classroom at ten for this first phase. If you have not already told us that you will require a place from next week, you will need to do this with a minimum of 24 hours' notice, to ensure we can plan around additional children and mitigate against any space constraints etc.
- **School hours will be from 9am to 3pm. (Tuesday, Wednesday & Thursday only).**
- **The Hedgehogs classroom will not be used**, as this is not a discrete classroom and is used as a means to reach other parts of the school. This will help reduce unnecessary contacts.
- **Nursery, Reception and Year 1 children will be in the Badgers classroom, with Miss Emily and Mrs Mountford-Lees.** Children who are in these year groups but not in school can attend remotely via Google Meet and the camera that is installed in the classroom. These sessions will also be recorded so can be accessed at a later time. **Miss Emily** will also provide learning resources for Nursery, Reception and Year 1 children on Google Classroom.
- **Miss Brookes will be working from home** and will provide learning input and resources for Years 2 and 3, on Google Classroom and via Google Meets.
- **Mrs O'Sullivan will be in the Foxes classroom** with the Year 6 children who are in – **children in Years 4 and 5, and any Year 6 children not in school** can attend remotely via Google Meet and using one of our new classroom cameras, these sessions can be joined live or accessed at a later time as they will be recorded. Mrs O'Sullivan will also be providing learning input and resources on Google Classroom for children in Years 4, 5 and 6 who are not attending school.
- **Mrs Malbon will continue with reading sessions** – her timetable will be developed over the next week, and we will communicate this as soon as we can.

- **Mrs Edgecox will provide learning input and resources for all phonics** and will also be working from home.
- **Morning Drop off** - Children should be dropped off no earlier than **8.30am** (any parents needing to drop off earlier will need to contact the school so that alternative arrangements can be made). Enter the school via the normal gate at the bottom of the steps. **There will be black and yellow marking tape** on the path, so please observe these distancing lines (as you see in supermarkets etc. already). A member of the school staff will greet you and your child at the second gate. **Unfortunately**, we cannot allow parents into school at this time. **You will then need to exit school premises via the gravel path in front of the school windows and through the car park** and then onto the road.
- **Children who are displaying symptoms of any illness** (including runny noses) should be kept at home. **Their temperatures will be taken via an infrared meter before they come into school.** If children begin to display any symptoms of any type of illness during the school day, a parent will be asked to collect immediately. **In the event of illness**, please keep your child at home until symptoms have disappeared, or longer if advised to do so by your GP or the NHS.
- **Collecting children at the end of the school day will be via the same route as the morning drop off.** Again, no parents will be permitted in school and parents must keep their children with them, to help social distancing as much as possible. **As you would expect, there will be no after school clubs until September at the earliest.**

You will probably be interested in what the day will look like in school for your child(ren). Here are the changes they will see. If you chat these through with them before next week, they will not get any surprises.

Children will be in the classes advised above.

So that we can achieve a practical and friendly atmosphere, we will need each child to;

- **Have a wide-necked sealable water bottle – This is a must**, which can be filled from our water cooler. **The use of Cups will not be permitted.** Social distancing while in the classroom will be encouraged as far as we practicably can, and we have arranged the classes so that we can achieve this.
- Break times will not be staggered initially, due to the expected numbers being small. The children will, however, be encouraged to stay in groups with their classmates and avoid close contact, maintaining the recommended distance where they can.
- We will not be providing hot meals at lunchtimes. School sandwiches can be ordered (on the day – Cheese, Ham, Tuna etc.) or children can bring packed lunches. The children will eat in their own classrooms, with their class teacher.
- Children **must not** bring their own pencil cases in; We will provide each child with their own class-pack of pencils, pens, rulers etc.
- Children **must not** bring their own toys in, except for children in the Hedgehogs age group who may bring one small toy with them for comfort – this will go home every night.
- Classrooms and equipment will be thoroughly disinfected at least daily – more frequently where necessary.
- Children will be asked to **wash their hands** (for the 20 seconds as per government guidance) **on arrival at school**, before and after playtimes, and, of course, before lunch and every time they visit the toilet, or if they do cough or sneeze into their hands.

We will endeavour at all times to ensure social distancing as best we can, but we will try to make the school atmosphere as near to 'normal' as we can, given the measures we have to put in place.

The above points are in place to mitigate the risks around the spread of Coronavirus; we cannot completely guarantee that our arrangements will prevent the transmission of any virus and as such parents must use their own judgement in terms of whether to bring their child/ren in at this time.

If your children are not in school, it is important that you encourage them to use the resources on Google Classroom and if you or they need any help accessing this, please let me know so that I can help resolve these ASAP.

The information provided in this letter is subject to change, following input and guidance from the DfE, other government departments or Praxis MAT trustees, with the latter having the final say.

Regards

Stephen Malbon

C.S.B.M. M.I.S.B.L. M.I.W.F.M. M.I.R.M.S. M.I.A.M.

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